

**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, February 3, 2021 - 6:30 pm**  
**Brown County Public Works Department**  
**2198 Glendale Ave., Green Bay**

Note: Due to the COVID-19 pandemic, the meeting was held with an in-person or virtual attendance option for commissioners, staff, and the general public.

**ROLL CALL** (Attendance recorded as I = In-Person, V = Virtual (video and sound), and P = Phone only:

Paul Blindauer	<u>V</u>	Pat Hopkins	<u>I</u>	Jonathon LeRoy	<u>V</u>
Brian Brock	<u>Exc</u>	Elizabeth Hudak	<u>V</u>	Dan Lindstrom	<u>V</u>
Devon Coenen	<u>I</u>	Emily Jacobson	<u>V</u>	Gary Pahl	<u>I</u>
Norbert Dantine, Jr.	<u>I</u>	Kathleen Janssen	<u>V</u>	Terry Schaeuble	<u>Abs</u>
Dean Erickson	<u>Abs</u>	Dotty Juengst	<u>V</u>	Glen Severson	<u>V</u>
Steve Gander	<u>I</u>	Dave Kaster	<u>I</u>	Ray Suennen	<u>I</u>
Steve Grenier	<u>V</u>	Michelle Kerr	<u>V</u>	Mark Thomson	<u>I</u>
Mark Handeland	<u>V</u>	Patty Kiewiz	<u>V</u>	Matthew Woicek	<u>V</u>
Matthew Harris	<u>V</u>	Joy Koomen	<u>V</u>		
Phil Hilgenberg	<u>V</u>	Jay Krueger	<u>V</u>		

**Others Present:** Stacey Belleau (V), Cole Runge (I), Dan Teaters (I), and Kathy Meyer (I).

1. Approval of the minutes of the January 6, 2021 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl, seconded by D. Coenen to approve the minutes of the January 6, 2021 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Election of officers to the Brown County Planning Commission Board of Directors.
  - a. President
  - b. Vice President
  - c. Reappointment of the Planning Director as the Secretary-Treasurer

D. Kaster made a motion to nominate Norb Dantine as President, seconded by P. Blindauer. No further nominations.

P. Hopkins made a motion, seconded by G. Pahl to close nominations, and to elect Norb Dantine as President. Motion carried.

G. Pahl made a motion to nominate Steve Grenier as Vice President, seconded by P. Blindauer. No further nominations.

R. Suennen made a motion, seconded by G. Pahl to close nominations, and to elect Steve Grenier as Vice President. Motion carried.

A motion was made by P. Blindauer and seconded by P. Kiewiz to reappoint the Planning Director as Secretary-Treasurer of the Brown County Planning Commission Board of Directors. Motion carried.

3. Discussion and action regarding revisions to the Green Bay Urbanized Area's Functional Classification System.

C. Runge stated that we had on tonight's agenda a recommendation to make a revision to our Urbanized Area's Functional Classification System to identify the portion of the south bridge connector between Interstate 41 and State Highway 32/57 as a Planned Urban Principal Arterial.

C. Runge stated staff received a phone call from the Federal Highway Administration stating that federal highway staff wanted to discuss this further.

C. Runge stated staff is requesting that we postpone approval indefinitely until we receive further guidance from the Federal Highway Administration.

A motion was made by R. Suennen, seconded by E. Jacobson to postpone indefinitely until staff receive further guidance from the Federal Highway Administration. Motion carried.

4. Presentation and discussion regarding a Minor ESA Amendment in the Town of Ledgeview ESA 2020-06.

D. Teaters presented a Minor ESA Amendment in the Town of Ledgeview via PowerPoint.

Staff received an inquiry from the property owner regarding a planned pool addition to their existing home. On a site visit, staff identified a terraced area on the hillside which was identified as an ESA in their plat. The property owner did not commit the ESA violation; the violation was from a previous owner. Two options were presented to the property owner to remedy the violation.

D. Teaters reviewed the existing conditions and the two options presented to the property owner. The first option was to complete a major ESA amendment to remove the terraced area of the hillside from the ESA area. The second option was to complete a minor ESA amendment to remove the terraced area of the hillside from the platted ESA area and replace a like amount of ESA acreage on the property adjacent to the existing ESA.

To minimize further disruption and possible damage to the ESA area, the terraced area will remain as is and the terraced area of the hillside will be removed from the platted ESA area and replaced with an equal amount of ESA acreage on the property adjacent to the existing ESA. This ESA amendment will bring the property back into compliance with the 2040 Brown County Sewage Plan.

Staff approved the minor ESA amendment subject to the conditions identified in the staff report.

5. Presentation and discussion regarding a Minor ESA Amendment in the Town of Humboldt ESA 2020-07.

D. Teaters presented a Minor ESA Amendment in the Town of Humboldt via PowerPoint.

D. Teaters stated staff received a request to remove ESA area to accommodate the construction of a home and reallocate ESA acreage adjacent to an existing ESA on site.

D. Teaters reviewed the existing conditions. The property was created via a CSM. The property is largely made up of a manmade pond, wetland features, and a manicured lawn.

Staff worked with the property owners and asked them to develop an erosion control plan for the construction of the home (which they did) and provided it to staff.

D. Teaters stated ESA impacts would be negligible.

Staff approved the minor ESA amendment subject to the conditions identified in the staff report.

6. Discussion and action regarding the creation of a Technical Advisory Committee to the 2040 Brown County Sewage Plan.

D. Teaters provided an overview of the Brown County Sewage Plan. The plan states that it should be periodically reviewed to ensure that it continues to properly reflect local and regional objectives and needs. The Brown County Sewage Plan was last updated in 2015.

To assist in the development of this Plan update, D. Teaters stated we are looking to create a Technical Advisory Committee with representation from the communities, state, federal, and regional entities along with representation from the Brown County Planning Commission Board of Directors.

Discussion occurred.

Tonight, staff is requesting approval for the creation of the advisory committee, and staff is requesting two volunteers from the Planning Commission Board to serve on the committee.

A motion was made by S. Grenier, seconded by P. Hopkins to approve the creation of a Technical Advisory Committee to the 2040 Brown County Sewage Plan. Motion carried.

Norb Dantine volunteered to serve on the advisory committee. D. Teaters will follow-up with Joy Koomen to verify interest in volunteering on the committee.

7. Brown County Planning Commission staff updates to work activities during the month of January 2021.

A motion was made by D. Kaster, seconded by M. Thomson to receive and place on file the staff updates on work activities during the month of January 2021. Motion carried.

8. Planning Directors Report.

C. Runge gave an update on the Hwy 29 County VV Interchange project.

C. Runge stated Lisa Conard has been promoted to Principal Planner.

C. Runge gave an update on the Southern Bridge project.

9. Other matters.

None

10. Adjourn.

A motion was made by G. Pahl, seconded by S. Gander to adjourn. Motion carried.

The meeting adjourned at 7:10 p.m.